

MEETING OF LIBRARY BOARD OF DIRECTORS

SALEM FREE PUBLIC LIBRARY

MEETING of JANUARY 13, 2015, 6:45 PM

PRESENT: Len Giambra, Wendy Ortega, MaryAnn Casciano, Susan Buck, Michelle Guertin, Sharon Sanders, Rachel Gaither

GUESTS: Lew Buckley, Carol Traggis

CALL TO ORDER by Len at 6:50 PM

ADDITIONS TO AGENDA None

PUBLIC COMMENTS None

GENERAL PROCEEDINGS

- **Minutes of the meeting of 12/9/2014** were reviewed and approved with changes. The motion was made by Michelle and seconded by Maryann. M/C 5-0. Len abstained.
- The **financial report dated January 2015** was not available but will be presented by Michelle at the February meeting. The motion was made by Maryann and seconded by Wendy. Len Abstained. M/C 5-0.
- **Correspondence** None
- The **Librarian's Report** was provided by Rachel. The librarian reviewed select line items in the 2015-16 library budget. Discussion included the proposed technical infrastructure upgrade. Since the last meeting Len and Rachel met with Carl to discuss goals for the science stem initiative program. The school and recreation department may be useful resources. There was discussion about changing circulation statistic data points and format.
- Carol reported for the **Friends of the Library**.

OLD BUSINESS

- The board approved the **2015-16 proposed budget** for the library. Michelle made the motion and Susan Buck seconded. M/C 5-0. Len abstained.
- The board reviewed the revised **Meeting Room Policy** based on work by Maryann and Attorney Susan Scott since the last meeting. Maryann will incorporate needed changes into a revised document for review at the next meeting.
- Also reviewed were the (1/13/2015) revisions for the **Policy for Acceptance of Donation and Gifts** and **Donation Receipt** form. Sharon will update both documents and email them out for review at the February meeting.

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NEW BUSINESS None

OPEN DISCUSSION

- Sharon will be away for the meetings of February, March and April-- returning for the May 14 meeting. She will: a) circulate the draft January minutes to the town and Len, b) send Wendy guidelines for taking the minutes in her absence and c) forward Kevin e-copies of all approved library policies for posting on the town's library page.

MOTION TO ADJOURN was made at 9:22 PM by Michelle and seconded by Susan. M/C 5-0. Len abstained.

Respectfully submitted,
Sharon Sanders, Recording Secretary

NEXT BOARD MEETING: TUESDAY, 2/10/2015, 2015 (6:45 PM)